



**TO:** David Almonte, Deputy City Manager

**FROM:** Edmundo S. Calderon, Chief Internal Auditor

**DATE:** January 30, 2013

**SUBJECT:** El Paso Police Department Overtime Project

As you requested, a review has been conducted of Police Officer overtime paid to the top three highest overtime earners in FY 2011-2012. We identified the following three Police Officers as the top overtime earners for FY 2011-2012:

1. Lt. Tyler Grossman
2. Ofc. Raul S. Lom
3. Sgt. Edward Mendoza

Based on our analysis, we made 3 observations regarding the earning of overtime. The 3 observations are as follows:

**Observation 1**

The amount of overtime earned by each Officer identified above for FY 2011-2012 exceeds \$40,000.00. A breakdown of overtime hours and amounts earned are shown below.

Lt Tyler Grossman	# Hours	\$ Amount	% \$ Amount
Grant OT	850.25	\$ 55,704.61	99.24%
General Fund OT	9.75	\$ 428.98	0.76%
<b>Total</b>	<b>860.00</b>	<b>\$ 56,133.59</b>	<b>100.00%</b>

Ofc Raul Lom	# Hours	\$ Amount	% \$ Amount
Court OT	459.08	\$ 23,630.03	53.12%
General Fund OT	384.63	\$ 20,854.74	46.88%
<b>Total</b>	<b>843.71</b>	<b>\$ 44,484.77</b>	<b>100.00%</b>

Sgt Edward Mendoza	# Hours	\$ Amount	% \$ Amount
Grant OT	747.5	\$ 40,437.61	97.79%
General Fund OT	25.00	\$ 915.00	2.21%
<b>Total</b>	<b>772.5</b>	<b>\$ 41,352.61</b>	<b>100.00%</b>

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John F. Cook

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Joyce A. Wilson



## Observation 2

The three Officers exceeded the 25 hour *Outside Employment* rule. The El Paso Police Department Procedures Manual dated 12-05-2008, Section 2-501, *Outside Employment* states that:

- “Outside employment is limited to 25 hours per week.”
- “In no case shall total scheduled hours worked, both regular and off-duty, exceed 65 hours in on week.”

Lt Tyler Grossman		Total OT Hrs for Week	Grant OT Hrs	Gen Fund OT Hrs
1	11/13/2011 - 11/19/2011	25.25	25	0.25

Ofc Raul Lom		Total OT Hrs for Week	Grant OT Hrs	Gen Fund OT Hrs
1	9/11/2011 - 9/17/2011	27.5	-	27.5
2	10/2/2011 - 10/8/2011	32.25	-	32.25
3	10/16/2011 - 10/22/2011	32.25	-	32.25
4	10/30/2011 - 11/5/2011	29	-	29
5	12/4/2011 - 12/10/2011	28.67	-	28.67
6	1/8/2012 - 1/14/2012	27	-	27

Sgt Edward Mendoza		Total OT Hrs for Week	Grant OT Hrs	Gen Fund OT Hrs
1	2/5/2012 - 2/11/2012	32.5	32.5	-
2	3/18/2012 - 3/24/2012	25.5	22.5	3

A contributing factor allowing the three Officers to incur more than 25 hours of overtime per week is the number of individuals approving the overtime. In the table below we identified the number of different individuals approving overtime for the three Officers in FY 2011-2012.

Officer	# of Approvers per AgencyWeb
Lt Tyler Grossman	5
Ofc Raul Lom	12
Sgt Edward Mendoza	1

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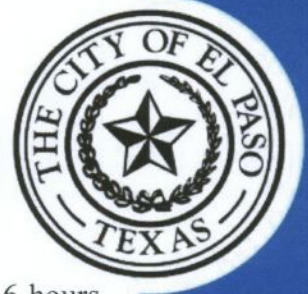
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**Observation 3**

The three Officers had multiple instances of working overtime exceeding 6 hours per day. We chose to identify days where overtime worked totaled 6 hours or more. Working a typical regular work shift of 8 hours plus 6 hours of overtime equals a 14 hour work day. This would give an Officer 10 hours to rest and sleep (24 hour day = 14 hours worked + 10 hours rest).

The tables below contain data for each Officer showing the number of days during FY 2011-2012 where overtime was worked. In addition, the table shows how many of those days involved working 6 hours or more per day.

Officer	# of Unique OT Days	Days >= 6Hrs OT	% of Days >= 6Hrs
Lt Tyler Grossman	137	90	66%
Ofc Raul Lom	187	49	26%
Sgt Edward Mendoza	103	93	90%

The table below shows the minimum and maximum amount of overtime earned in a day for each of the three Officers for FY2011-2012.

Officer	Min Amount of OT in a Day	Max Amount of OT in a Day
Lt Tyler Grossman	0.25hrs	13hrs
Ofc Raul Lom	0.5hrs	12.25hrs
Sgt Edward Mendoza	1hr	9hrs

Please review this memorandum at your convenience. If you have any questions please feel free to contact me at extension #4402.

cc: Joyce A. Wilson, City Manager  
Finance and Audit Oversight Committee  
Gregory Allen, Police Chief  
Michelle Gardner, Assistant Chief

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